

St. Lawrence County Government
Position Advertisement Form

St. Lawrence County Buildings and Grounds Department is in search of:

Buildings & Grounds Supervisor

Salary: \$68,538 - \$75,979 with excellent benefits as described below

Benefits: Generous vacation and sick time allowance, Public Service Loan Forgiveness eligibility and the option to enroll in the St. Lawrence County's health insurance or opt out of the insurance and receive a buyout in the amount of \$2,000 for single coverage or \$4,000 for family.

Duties of the position: The incumbent in this position supervises and coordinates the work of building maintenance workers engaged in a variety of mechanical, electrical and building maintenance activities. The work is performed under general supervision of the Superintendent of Buildings & Grounds and/or the County Administrator with wide leeway allowed for independent judgment in carrying out the details of the work. The incumbent may be required to oversee the work of the department in the absence of the department head. Performs related work as required.

MINIMUM QUALIFICATIONS: Either:

(A) Possession of an Associate's degree in building trades, electrical technology or heating and cooling technology and four (4) years of experience in building maintenance and repair work including environmental control repair and electrical work and custodial work, two (2) years of which shall have been in a supervisory capacity; **OR**

(B) Graduation from high school or possession of a high school equivalency diploma and six (6) years of experience as described in (A) above, two (2) years of which shall have been in a supervisory capacity.

Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside of the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm> . You must pay the required evaluation fee.

Additional Employment Information: **This position is currently being filled under the HELP Program and will not require an examination at this time.**

Applications accepted until the position is filled.

You can apply online at <https://stlaw-portal.mycivilservice.com>.

Applications can also be obtained from the St. Lawrence County's website, <https://stlawco.org/Departments/HumanResources> or by contacting Human Resources (315)379-2210.

Send application to:

St. Lawrence County Human Resources Office
48 Court Street
Canton, NY 13617

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Posted: 08/20/2026